

EAST BAY MUNICIPAL UTILITY DISTRICT

INVITES YOUR
INTEREST IN
THE POSITION OF

CONTROLLER



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

THE COMMUNITY

The East Bay climate is sunny with moderate temperatures, encouraging residents to pursue outdoor activities throughout the year. The marinas along San Francisco Bay offer outstanding sailing, boating and fishing. The East Bay has convenient access to the natural beauty and recreational resources of Northern California from the Pacific coastline to the Sierra Nevada Mountains. The Oakland/San Francisco bay area boasts a wide variety of cultural attractions including theater, excellent restaurants, ballet, opera and museums. Sports enthusiasts have the opportunity to enjoy professional baseball, football and basketball, as well as many college events in the East Bay and San Francisco. A wide variety of housing opportunities are available within an easy commute of District headquarters.

THE DISTRICT

The East Bay Municipal Utility District (EBMUD) is a public utility formed under the Municipal Utility District (MUD) Act. EBMUD supplies water and provides wastewater treatment for parts of Alameda and Contra Costa counties in the Bay Area. EBMUD's water system serves approximately 1.4 million people in a 332-square mile area; the wastewater system serves approximately 685,000 people in an 88-square mile area.

EBMUD's mission is to manage the natural resources with which EBMUD is entrusted; to provide reliable, high quality water and wastewater services at fair and reasonable rates for the people of the East Bay; and to preserve and protect the environment for future generations.

Headquartered in Oakland, EBMUD is governed by a seven-member Board of Directors elected from wards within the service area. The Board determines overall policies, which are then implemented under the direction of the General Manager. Our watershed in the Sierra Mountains provides a high-quality water source and our East Bay reservoirs offer serene settings for both wildlife and recreation. EBMUD is the west's largest independently operated water utility and a recognized water and wastewater industry leader. EBMUD's water and wastewater systems are expansive, extending from the Sierra Nevada mountains to

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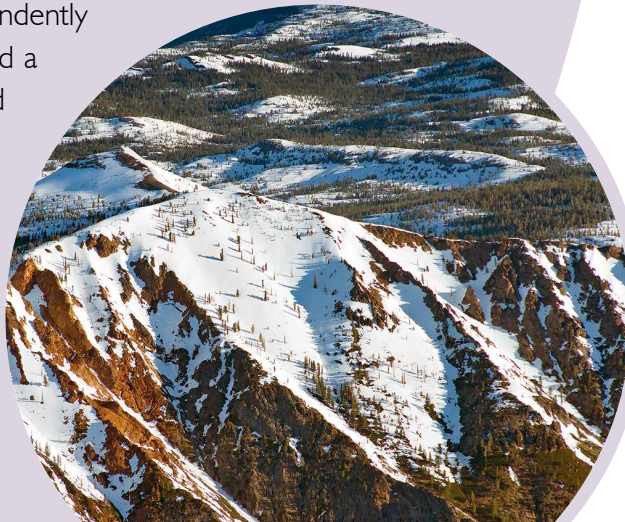
San Francisco Bay, including 57,000 acres of watershed land; seven raw water reservoirs; 4,240 miles of aqueduct, transmission and distribution pipeline; 175 potable water reservoirs; 136 pumping plants; 29 miles of wastewater interceptor; three wastewater facilities and a main wastewater treatment plant; and three power generation facilities.

EBMUD has more than 1,900 employees, including a leadership team of 100 managers and analysts. Most employees are represented by the American Federation of State, County and Municipal Employees, Locals 444 and 2019; the International Federation of Professional and Technical Engineers, Local 21; and the International Union of Operating Engineers, Local 39. EBMUD's workforce achieves its mission through its values of Stewardship, Integrity, Respect and Teamwork.

THE POSITION

Under general direction and as a division manager, through subordinate supervisors, plans, organizes, staffs, directs and controls the activities and staff in these areas:

- Financial Reporting
- Accounting Systems Control
- Customer Accounting
- Accounts Receivable
- Special Projects Accounting
- Retirement System
- Accounts Payable
- Plant Records
- Grants Accounting
- Payroll



Examples of essential duties and responsibilities for the Controller, but not limited to:

- Establishing accounting division's programs and setting priorities to meet departmental goals and objectives.
- Developing, evaluating, and implementing procedures to improve financial and accounting systems; maintaining high employee morale and employee productivity.
- Recommending policies related to District-wide accounting.
- Interfacing and coordinating activities with other District managers, outside agencies, and independent auditors;
- Assisting in the development and implementation of automated accounting systems.
- Administering and coordinating closing of accounts, and the issuance of financial reports.
- Preparing special and financial reports for the State of California and the District's Board of Directors.
- Performing administrative duties such as budget preparation and control, employee selection, training and evaluation, and report preparation.
- May represent the department and District as directed.



with knowledge, experience, confidence, and integrity.

The ideal candidate should possess excellent communication and interpersonal skills and demonstrate the ability to build and maintain positive working relationships with the Board of Directors, department managers, employees, unions, customers, community groups, and diverse stakeholder groups. It is also essential that this individual have experience supervising, coaching, and developing staff. The Controller may present technical and administrative reports and studies; therefore, it will be necessary for the successful candidate to effectively communicate complex financial information to a wide variety of stakeholders in a transparent manner.

At a minimum, candidates must possess a Bachelor's degree from an accredited college or university with major coursework in Accounting or a closely related field; ten (10) years of progressively responsible water and/or wastewater utility experience including five (5) years in a management capacity; have a strong background and expertise in California water and wastewater policy issues; experience in the development of and compliance with water and wastewater regulations, and demonstrated successful experience in water and/or wastewater public utility management, engineering and/or construction in California.

The successful candidate must be a skilled finance manager, a creative problem solver, adept at utilizing technology effectively, and bring a demonstrated customer service orientation.

THE IDEAL CANDIDATE

The East Bay Municipal District seeks an experienced Controller accustomed to cultivating strong business relationships, working collaboratively, and dealing with large-scale complex financial matters. The successful candidate must be a skilled finance manager, a creative problem solver, adept at utilizing technology effectively, and bring a demonstrated customer service orientation. It will be important in this role to value input from a variety of sources and ensure that all stakeholders feel respected and heard. The District would benefit from an open, approachable, and results-oriented individual with the ability to lead

THE COMPENSATION

The monthly salary range for the Controller is \$12,822 - \$18,520, placement within the range is dependent upon qualifications. An excellent benefits package includes:

- Eligibility for annual merit-based bonus pay program;
- 12 days paid vacation; 15 holidays; 7 days paid administrative leave; 13 days paid sick leave;
- Family health insurance (choice of Kaiser fully paid or Sutter Health Plus or Anthem Blue Cross 85% paid);
- Fully paid family dental and vision care plans; life insurance; long-term disability insurance;
- EBMUD Retirement Plan (reciprocal with CalPERS);
- \$915/yr. contributed to flexible spending account or cash;
- \$135/mo. public transit subsidy;
- 401(k), 401(a) and 457(b) tax-deferred retirement plans; Roth 401(k);
- \$3,500/yr. tuition reimbursement;
- And opportunities for professional growth including training and career development.

TO APPLY

If you are interested in this outstanding opportunity, please visit our website at www.bobmurrayassoc.com to apply online.

Filing Deadline:

May 29, 2020

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray and Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the East Bay Municipal Utility District. Candidates will be advised of the status of the recruitment following selection of the Controller.

If you have any questions, please do not hesitate to call Mr. Joel Bryden at:

(916) 784-9080

